

PROGRAMMATIC AGREEMENT
AMONG
THE MICHIGAN STATE HISTORIC PRESERVATION OFFICER,
THE CITY OF DETROIT, MICHIGAN AND
THE ADVISORY COUNCIL ON HISTORIC PRESERVATION
REGARDING ADMINISTRATION OF THE
HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS
FUNDED BY THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) provides formula grant funding to the City of Detroit (City); and

WHEREAS, the City, by and through its Housing & Revitalization Department (HRD), now or may in the future, establish a program (Program) to administer HUD grant and/or entitlement programs with funds from HUD. Such HUD programs to be administered by the City through its Program may include but are not limited to the following programs: the Community Development Block Grant (CDBG) Program, the CDBG-Disaster Recovery (CDBG-DR) Program, the CDBG-Declared Disaster Recovery (CDBG-DDR) Program, the Self-Help Homeownership Opportunity Program (SHOP), the Housing Opportunities for Persons With AIDS (HOPWA) Program, the HOME Investments Partnerships (HOME) Program, the Lead Hazard Reduction Demonstration Grant (LHRDG) Program, the Special Purpose Grants Program, the Emergency Shelter Grant (ESG) Program, the Neighborhood Stabilization Program (NSP1 & NSP3), and the Public and Indian Housing Program, each as described in Appendix A of this Agreement; and

WHEREAS, the City's Program may encompass any of the following activities, each of which may constitute an Undertaking: single-family and multi-family rehabilitation, property acquisition, property relocation, handicapped accessibility improvements, demolition, new construction, lead hazard reduction and redevelopment projects; and

WHEREAS, for each of the HUD programs included in the City's Program, HUD is authorized to provide for the assumption of environmental review responsibilities by recipients of funding through each of the HUD programs to be administered by the City through its Program in accordance with HUD's environmental review procedures as set forth in 24 C.F.R. Part 58; and

WHEREAS, as a recipient of funding, the City has accepted responsibility of federal environmental review responsibility for the HUD programs to be administered by the City through its Program; and

WHEREAS, the City may assist the Detroit Housing Commission (DHC) as the Responsible Entity (RE) for projects that fall under the Public and Indian Housing Program; and

WHEREAS, due to the City's acceptance of federal environmental review responsibility, in accordance with section 104(g) of the Housing and Community Development Act of 1974, 42 U.S.C. 5304(g), the City, by and through its Planning & Development Department (PDD) has assumed federal agency responsibility for compliance with Section 106 of the National Historic Preservation Act of 1966 (NHPA), 54 U.S.C. § 306108, (Section 106); and

WHEREAS, the City has determined that the administration of its Program may have an effect on properties included in or eligible for inclusion in the National Register of Historic Places (NRHP) and has consulted with the Michigan State Historic Preservation Officer (SHPO) pursuant to Sections 106 and 110(f) of the NHPA and associated regulations contained in 36 CFR § 800.14(b); and

WHEREAS, the City, by and through its Historic Designation Advisory Board (HDAB), is responsible for the identification, documentation and surveying of all historic resources to determine their eligibility for the NRHP; and

WHEREAS, the City recognizes that the Bay Mills Indian Community, the Grand Traverse Bay Band of Ottawa and Chippewa Indians, the Hannahville Indian Community, the Ketegitigaaning Ojibwe Nation THPO / Lac Vieux Desert Band of Lake Superior Chippewa Indians, the Keweenaw Bay Indian Community of the Lake Superior Band of Chippewa Indians, the Little River Band of Ottawa Indians, the Little Traverse Bay Bands of Odawa Indians, the Mish-e-be-nash-she-wish Band of Potawatomi Indians of Michigan, the Nottawaseppi Huron Band of the Potawatomi, the Pokagon Band of Potawatomi Indians, the Saginaw Chippewa Indian Tribe, and the Sault Ste. Marie Tribe of Chippewa Indians (Tribes) may have sites of religious and cultural significance off Tribal lands, and therefore the City has invited the Tribes to engage in government-to-government consultation and, pursuant to 36 C.F.R. § 800.2(c)(2)(ii)(E), has invited the Tribes to enter into this Agreement to specify how the City and the Tribes will carry out Section 106 responsibilities; and

WHEREAS, the Bay Mills Indian Community, the Grand Traverse Bay Band of Ottawa and Chippewa Indians, the Hannahville Indian Community, the Keweenaw Bay Indian Community of the Lake Superior Band of Chippewa Indians, the Mish-e-be-nash-she-wish Band of Potawatomi Indians of Michigan, the Nottawaseppi Huron Band of the Potawatomi, and the Saginaw Chippewa Indian Tribe have not responded to the City's invitation to engage in government-to-government consultation on this Agreement; and

WHEREAS, the Little Traverse Bay Bands of Odawa Indians have declined the City's invitation to engage in government-to-government consultation, but have elected to consult on this Agreement as a consulting party and to enter into this Agreement as a concurring party; and

WHEREAS, the Ketegitigaaning Ojibwe Nation THPO / Lac Vieux Desert Band of Lake Superior Chippewa Indians, the Little River Band of Ottawa Indians, the Pokagon Band of Potawatomi Indians, and the Sault Ste. Marie Tribe of Chippewa Indians have accepted the City's invitation to engage in government-to-government consultation on this Agreement and to enter into this Agreement as a concurring party; and

WHEREAS, in accordance with 36 C.F.R. § 800.14(b)(2), the City has elected to develop this Programmatic Agreement (PA or Agreement) to govern the implementation of its Program, and on March 12, 2015, the Advisory Council on Historic Preservation (ACHP) chose to participate in consultation; and

WHEREAS, the Michigan Historic Preservation Network (MHPN), the National Trust for Historic Preservation (NTHP), and Preservation Detroit have been invited and agreed to provide comment to this Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals, all of which are incorporated into this Agreement, and subject to the definitions provided in Appendix B, all of which are applicable throughout this Agreement, the City shall ensure that its Program is administered in accordance with the following

stipulations, which the City, the SHPO, and the ACHP (collectively, the Parties) agree shall satisfy the City's Section 106 responsibilities for all individual Undertakings administered under its Program:

STIPULATIONS

The City shall ensure that the following measures are carried out:

I. APPLICABILITY

- A. This Agreement shall apply only to those Undertakings funded, in part or in whole, by the Program, as set forth in 24 C.F.R. § 58.1(b), for which the City has assumed the authority of the Responsible Entity, as further specified in the Stipulations of this Agreement. Any Undertaking not governed by this Agreement shall be subject to compliance with the Section 106 review process as defined in 36 C.F.R. Part 800, Subparts A and B. This Agreement shall become effective only upon its execution by all Parties, pursuant to Stipulation XX of this Agreement.
- B. If a Federal agency or other entity acting under another Federal program has previously completed a Section 106 review and approved an Undertaking within the past five (5) years, the City has no obligation to complete a Section 106 review regarding that Undertaking, provided that the City:
 - 1. Adopts the findings and determinations of the previous Section 106 review;
 - 2. Confirms that the scope and effect, as defined by 36 C.F.R. § 800.16(i), of its Undertaking are the same as the scope and effect of the previous Undertaking; and
 - 3. Determines that the previous review was completed in compliance with Section 106.
 - 4. Document its findings and determinations in its project file that all requirements of Section 106 for the Undertaking have been satisfied.

If the City, in consultation with the SHPO, determines that the previous Section 106 review was insufficient or involved interagency disagreements about eligibility, effect, and/or treatment measures, the City shall conduct a new Section 106 review in accordance with the Stipulations of this Agreement.

II. QUALIFIED PERSONNEL

- A. The City shall employ a staff person or contract with a consultant who shall have professional qualifications in architectural history, historic architecture, or related fields in accordance with the Secretary of the Interior's Professional Qualification Standards, as set forth in 36 C.F.R. Part 61 (Qualification Standards). Such person (Preservation Specialist) will be responsible for administering those Stipulations of this Agreement requiring their particular expertise and for coordinating with appropriate City departments, authorities, and agencies regarding Undertakings included in the City's Program.
 - 1. If the Preservation Specialist vacates, is removed from, or otherwise leaves his or her position as Preservation Specialist, the City will employ a replacement staff person or contract with a replacement consultant who meets the Qualification

Standards to serve as the Preservation Specialist, and will notify the SHPO within fifteen (15) calendar days of the change, including submission of the replacement Preservation Specialist's qualifications.

2. If the City determines that it cannot secure a replacement Preservation Specialist, it shall comply with regulations contained in 36 C.F.R. Part 800, and forward documentation to the SHPO for review.
- B. The HDAB staff person(s) meeting the Qualification Standards will assist the Preservation Specialist in the identification and evaluation of Historic Properties covered under the Stipulations of this Agreement.

III. SURVEY AND EVALUATION

- A. Survey and evaluation of properties will be conducted using a two-tiered approach.
1. *Tier I: Survey*, will include a survey of Detroit guided by the implementation of a Historic Preservation Plan, described in Stipulation XIII of this Agreement.
 2. *Tier II: Evaluation*, will include the review of individual Undertakings included in the City's Program as such Undertakings are submitted to the Preservation Specialist.

B. TIER I: SURVEY

1. Through the HDAB, the City will conduct a survey of Detroit to identify districts, sites, buildings, structures, and objects that meet the criteria for listing in the NRHP. This survey will be guided by the City's implementation of a Historic Preservation Plan, described in Stipulation XIII of this Agreement.
2. The City will reach out to other public and private agencies who may have their own information regarding previously surveyed areas of the city. This information will help to inform survey decisions within the Preservation Plan. Agencies included, but are not limited to the following: Michigan Department of Transportation (MDOT), U.S. Treasury Department, and the Detroit Land Bank Authority (DLBA).
3. The first survey will commence within six (6) months after the implementation of the Historic Preservation Plan. All surveys will be planned in coordination with PDD and the SHPO and will be conducted and/or supervised by HDAB staff.

C. TIER II: EVALUATION

Properties forty-five (45) years of age or older within the Area of Potential Effects (APE) of an Undertaking covered by this Agreement shall be evaluated by the Preservation Specialist.

1. The Preservation Specialist will evaluate properties located within the APE for NRHP eligibility within seven (7) calendar days following the receipt of adequate documentation, as identified in Stipulation IV.B, from the City department,

agency, or authority requesting the review.

2. The Preservation Specialist will consult with HDAB staff to determine if the property meets the criteria for listing in the NRHP, either individually or as contributing to a historic district. HDAB staff will provide its determination within seven (7) calendar days of receipt of a written review request from the Preservation Specialist.
3. If the Preservation Specialist and the HDAB staff do not reach an agreement regarding the eligibility of a property for listing in the NRHP, the Preservation Specialist will submit documentation to the SHPO regarding the eligibility of the property. The SHPO will provide written comments within thirty (30) calendar days following the receipt of adequate documentation which, at a minimum, will include the following:
 - a. **For Individual Properties** - A completed SHPO "Historical Significance Response Sheet", a survey card, photographs of the property as well as streetscape views, a map indicating the property's exact location, and a brief history, including when the structure was constructed, the name of the architect or builder, the names of early and subsequent occupants of the structure and any history associated with those occupants.
 - b. **For Districts** - Maps, photographs, a statement of significance, a physical description, a listing of all the addresses of the properties within the district, and whether or not they are contributing or non-contributing.
4. If the City, through the Preservation Specialist, and the SHPO disagree about the eligibility of a property for listing in the NRHP, the City will request a formal determination of eligibility in accordance with the procedures set forth in 36 C.F.R. § 800.4(c)(2).

IV. PROJECT REVIEW PROCESS

- A. **Programmatic Exemptions.** The Parties agree that the following types of Undertakings have limited potential to affect Historic Properties and do not require further review from the SHPO.
 1. Undertakings, the effects of which are limited to properties that are less than forty-five (45) years old, unless the affected properties could meet Criterion Consideration G (A property eligible if it is of exceptional significance).
 2. Undertakings limited exclusively to interior portions of single-family residential properties where the proposed work will not be visible from the property's exterior, unless that building is individually listed or eligible for listing in the NRHP, in accordance with ACHP's *Policy Statement on Affordable Housing and Historic Preservation*, dated November 9, 2006.
 3. Undertakings limited exclusively to the activities listed in Appendix C of this

Agreement.

The Preservation Specialist shall be responsible for determining whether the scope of work of an Undertaking is limited to these types of Undertakings. The City will retain individual project files for each Undertaking reviewed in accordance with this stipulation as verification that the scope of work was limited to these Undertakings.

- B. **Adequate Information for Review Requests.** The Preservation Specialist shall ensure that Undertakings reviewed under Stipulation V.B of this Agreement and determined to affect one or more Historic Properties will be treated in accordance with Stipulation V and Stipulation VI of this Agreement. The City department, agency, or authority responsible for the administration of the HUD funded program (i.e. PDD, HRD, DBA) and/or HUD program fund recipients shall submit, at a minimum, a review request to the Preservation Specialist with all appropriate information necessary to perform a project review prior to commencing any work on Undertakings covered by this Agreement as follows:

1. For all Undertakings covered by this Agreement, information shall include:
 - a. Address of property or properties, including Parcel ID Number(s);
 - b. Name of City department/agency/authority making the request;
 - c. Type of Undertaking (demolition, rehabilitation, etc.);
 - d. Name of HUD program (CDBG, HOME, etc.), and;
 - e. At least two (2) photographs of the subject property taken in the past thirty (30) calendar days.
2. **Historic Property Rehabilitation Projects.** Information for rehabilitation Undertakings affecting Historic Properties shall include project specifications and detailed photographs of all work items.
3. **Site Improvement Projects.** Information shall include a description of the work to be completed and maps showing the location of the work.

The City will detail further any additional requirements for project review requests in accordance with Stipulation XII of this Agreement. These procedures will outline how historic preservation reviews are to be coordinated and identify the documentation that the City departments, agencies, and authorities must retain in individual project files.

- C. **Eligibility Determination.** The Preservation Specialist shall determine, in consultation with HDAB staff, if the project APE contains any Historic Properties.

1. In making the determination, the Preservation Specialist will review existing literature, including the following resources:
 - a. City-generated maps of properties and districts previously listed in the NRHP;
 - b. City-generated maps of properties and districts previously determined eligible for the NRHP;

- c. City-generated maps of properties and districts designated as Local Historic Districts; and
 - d. Mapping and data collected in the Tier I Survey as detailed in Stipulation III of this Agreement.
2. The Preservation Specialist will also follow the protocol delineated in the *Tier II Evaluation* section in Stipulation III of this Agreement.
 3. If the Preservation Specialist determines that the APE of the Undertaking includes no Historic Properties, the Preservation Specialist will provide written notification to the City department, agency, or authority that the project may proceed without further coordination.
 4. If the Preservation Specialist determines that the APE of the Undertaking includes one or more Historic Properties, the Preservation Specialist shall provide written notification to the City department, agency, or authority that implementation of the Undertaking shall be in accordance with Stipulation V of this Agreement.

V. TREATMENT OF HISTORIC PROPERTIES

The City shall ensure that Historic Properties are treated in accordance with the following Stipulations:

A. Property Acquisitions

1. Upon the acquisition of a Historic Property using Program funds, the City will secure, stabilize and preserve the Historic Property pending its disposal. The methods used to secure and stabilize these properties shall adhere to the Secretary of the Interior's *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* (the *Secretary's Standards*) and *Preservation Brief 31, Mothballing Historic Buildings* (U.S. Department of the Interior, National Park Service, September 1993).
2. Prior to the transfer or lease of Historic Properties acquired with Program funds, the City shall consult with the SHPO to determine the need for a preservation easement. If it is determined that a preservation easement is necessary, the City shall submit the proposed preservation easement to the SHPO for review and approval. If the SHPO does not approve of the proposed preservation easement, the City shall request the ACHP's comments pursuant to Stipulation XVII of this Agreement.

B. Rehabilitation and Public Improvement Projects

1. **Residential and Commercial Rehabilitation Projects.** The City shall ensure that all Undertakings involving residential rehabilitation and commercial rehabilitation projects funded by the Program involving Historic Properties are carried out in accordance with the *Secretary's Standards*. The Preservation Specialist will review and approve all plans and specifications or work write-up prior to the initiation of Program activities.

2. **Site Improvement Projects.** The City shall ensure that Undertakings involving site improvement projects funded by the Program that might impact one or more Historic Properties include sidewalk improvement projects, re-paving of streets, installation of landscaping, street lighting and street furniture and other infrastructure improvements, and adhere to the *Secretary's Standards*. Site improvement projects affecting historic parks shall meet the standards in "Guidelines for Treatment of Cultural Landscapes" (National Park Service, 1996).
3. If the *Secretary's Standards* cannot be met, or if the contemplated action could otherwise have an adverse effect on Historic Properties, the City will consult with the SHPO as per Stipulation XVII.
4. The City will retain work descriptions, before and after photographs of the Historic Properties proposed for or impacted by either rehabilitation or site improvement projects funded by the Program, and the comments of the Detroit Historic District Commission (HDC) when applicable in individual project files. Before and after photographs may be used as evidence of the City's proper application of the *Secretary's Standards*. All files shall be retained for a minimum of three (3) years following project implementation.

C. Relocation of Historic Properties

1. Prior to the relocation of a Historic Property using Program funds within, into or out of a listed or eligible historic district, or the relocation of individual buildings listed on or eligible for listing on the NRHP, the City shall consult with the SHPO to identify an acceptable alternative site, preferably within the same district.
2. If the SHPO approves the alternate site, the City shall ensure that the Historic Property is moved by qualified movers in accordance with approaches recommended in *Moving Historic Buildings* (John Obed Curtis, 1979). Once the property is relocated, the City, in consultation with HDAB staff, will re-evaluate the eligibility of the Historic Property for listing in the NRHP.
3. If the SHPO objects to the alternate site, the City and the SHPO shall consult, pursuant to Stipulation XVII of this Agreement.

D. Accessibility for Disabled Persons

1. The City shall explore alternative methods for providing accessibility to Historic Properties in accordance with the Americans with Disabilities Act (ADA) and its implementing regulations, as well as other local and federal requirements for accessibility. To the extent feasible, accessible features will be placed on secondary elevations of Historic Properties and will not result in the removal of a Historic Property's significant architectural features. The design of accessible features shall be consistent with the *Secretary's Standards*, National Park Service Preservation Brief No. 32 entitled *Making Historic Properties Accessible* (1993), and the Department of Interior report entitled, *Access to Historic Buildings for the Disabled: Suggestions for Planning and Implementation* (1980).
2. The City will retain documentation regarding alternatives as part of the individual project files.

3. The City will consult with the SHPO, including submitting documentation of alternate methods of creating access for Disabled Persons, when such projects will have an adverse effect on the historic and/or architectural character of a Historic Property.

E. Demolition

1. The City may proceed with the demolition of properties determined ineligible for listing on the NRHP or Historic Properties that have lost their integrity as determined by the Preservation Specialist, subject to concurrence by HDAB, without further review.
2. The City shall submit adequate documentation to the SHPO for review and comment regarding the proposed demolition of a Historic Property. The exact requirements of the submittal to the SHPO are provided in Appendix D of this Agreement.

F. New Construction and Additions

1. Proposals for new construction and additions using Program funds within or adjacent to a historic district, or adjacent to properties listed in or eligible for listing in the NRHP, will be developed in accordance with the guidelines for new construction contained in the *Secretary's Standards*.
2. The City shall ensure that the design of infill construction on vacant parcels within historic districts adheres to the *Secretary's Standards* and is developed in consultation with the SHPO. If the SHPO approves a prototype design for infill construction within a neighborhood or historic district, the City may request review and approval of Undertakings involving construction projects using the prototype design without further review of the design documents. If the prototype design cannot be adhered to, the City shall submit a modified design to the SHPO for review and approval.
3. Preliminary plans will be developed in consultation with the SHPO. Final plans and specifications will be submitted to the SHPO for review and comment prior to initiation of construction activities. The SHPO will have thirty (30) calendar days from the date of the receipt to review and comment on the final plans and specifications.

G. Redevelopment Projects

1. The City will consult with the SHPO during the preparation of redevelopment or urban renewal plans for neighborhood, historic district, or target areas using Program funds. The City will afford the SHPO an opportunity to comment on the document during the draft stages. The SHPO will evaluate the potential effect that the goals, objectives and implementation strategy of the plan will have on Historic Properties. The SHPO's comments will be integrated into the plan or referenced in the document before it is submitted for required local administrative reviews.
2. The City, in consultation with the SHPO, will determine whether the

redevelopment or urban renewal plan should be implemented under the terms of this Agreement or whether a project-specific MOA should be developed in accordance with 36 C.F.R. § 800.6. The City will notify the ACHP of the SHPO's determination and, if appropriate, provide the ACHP with background documentation to initiate the consultation process.

VI. ARCHEOLOGICAL RESOURCES

- A. All Undertakings located within the geographic area described and delineated in Appendix E of this Agreement shall be reviewed for archeological resources by the SHPO's archaeologist, subject to the following exclusions:
1. Building rehabilitation projects that require no ground disturbing activities.
 2. Programmatic exemptions listed in Appendix C of this Agreement.
- B. All Undertakings using Program funds and involving sites ½-acre or larger and located outside of the geographic area described in Stipulation VI.A of this Agreement shall be reviewed for archeological resources by the SHPO's archaeologist, subject to the following exclusions:
1. Building rehabilitation projects that require no ground disturbing activities.
 2. Programmatic exemptions listed in Appendix C of this Agreement.
- C. When an undertaking qualifies for review by the SHPO as described in Stipulations VI.A and VI.B of this Agreement, the City shall consult with the SHPO's archaeologist to determine whether archeological resources, including human remains, are present at those project locations. The City will submit the following information via electronic mail to the SHPO's archaeologist with a request for comments from the SHPO's archaeologist within fourteen (14) calendar days:
1. Address of property or properties to be reviewed;
 2. USGS 7.5' Quadrangle with the project location(s) clearly marked;
 3. Project type (demolition, rehabilitation, etc.);
 4. Brief description of the project site including size (acres) and any previous ground disturbance; and,
 5. Brief description of the Undertaking, including the length, width, and depth of any ground disturbing activities.
- D. If the SHPO's archaeologist determines that an archeological monitoring is required, the City shall employ archeologists or contract with a consultant who shall meet the Qualification Standards to assist in the identification and evaluation of potentially eligible archeological sites and their recommended treatments. The City may also notify Tribes following the protocol delineated in Stipulation VII of this Agreement. If archeological resources are identified that meet the NRHP criteria, they will be avoided or preserved in

place, if feasible.

- E. If the City determines that it is not feasible to preserve or avoid NRHP-eligible or listed archeological resources, the City shall consult with the SHPO's archaeologist to develop a treatment plan consistent with the ACHP's publication, *Treatment of Archeological Properties: A Handbook* (1980). The City shall ensure that the plan is implemented by a qualified archaeologist once it is approved by the SHPO archaeologist.
- F. The City shall hold a meeting between the PDD staff, SHPO archaeologist, and the Preservation Specialist one (1) calendar year from the execution of this Agreement. In addition to providing an opportunity for the Parties to review the specific information described in Stipulations VI.A-E of this Agreement, such meeting will also provide an opportunity to assess the overall effectiveness of the archaeology review procedures adopted by the City.
- G. If, during the first year of implementation, the following conditions are found to exist within the geographic area defined in Appendix E of this Agreement, then the demolition of any single-family residential structures within this area will be excluded from further review by the SHPO archaeologist:
 - 1. The total number of single-family residential demolition reviews is equal-to or less-than ten (10); and/or,
 - 2. Reviews of single-family residential demolition projects conducted by the SHPO archaeologist have not resulted in the identification of NRHP-eligible or listed sites.

VII. TRIBAL CONSULTATION

- A. The City will notify Tribes that are concurring parties to this Agreement and that have an interest in Program Undertakings located in Detroit and have concurred on the Agreement, if the Undertaking qualifies for review by the SHPO's archaeologist as stated in Stipulation VII of this Agreement.
- B. The City will notify these Tribes of these Undertakings and provide these Tribes an opportunity to:
 - 1. Identify concerns about Historic Properties;
 - 2. Advise on the identification and evaluation of Historic Properties, including those of traditional religious and cultural importance to them, and articulate their views of the Program's effects on such properties;
 - 3. Participate in the resolution of adverse effects, and indicate any areas of concern with which they wish to be advised of any individual Undertakings.
- C. The City shall submit the following information via electronic mail to these Tribes with a request for Tribal comments within fourteen (14) calendar days:

1. Address of property or properties to be reviewed;
 2. USGS 7.5' Quadrangle with the project location(s) clearly marked;
 3. Project type (demolition, rehabilitation, etc.);
 4. Brief description of the project site including size (acres) and any previous ground disturbance;
 5. Brief description of the undertaking, including the length, width and depth of any ground disturbing activities; and,
 6. Copies of any project-related correspondence the City has received from the SHPO.
- H. If within fourteen (14) calendar days there is no response or if no objections are raised by any of these Tribes, the City may proceed with the proposed Undertaking. If any of these Tribe objects to the proposed Undertaking, the City will work with the Tribe to resolve its objections.
- D. The City shall ensure, to the extent allowed by applicable laws, including Section 304 of the National Historic Preservation Act, as amended, and Section 13(1)(o) of the Michigan Freedom of Information Act, M.C.L. § 15.243 (2)(o), that its consultation with other consulting parties shall not include the dissemination of information that might risk harm to a Historic Property or that might impede the use of any site by these Tribes.

VIII. PUBLIC PARTICIPATION

- A. Each year the City will notify the public of the City's current HUD-funded Program Undertakings and make available for public inspection documentation about the City's Program. Available in this documentation will be general information on the type(s) of Undertakings supported by HUD funds; information on identified Historic Properties in communities that might be affected by such Undertakings; the amount of HUD funds available in the current program year; how interested persons can advise the City of any comments or concerns they may have about the HUD program, and its effect on Historic Properties. A copy of said notice shall be posted in the Michigan Chronicle and on the City of Detroit website. A copy of the notice will also be provided to the Department of Neighborhoods (DONs), Preservation Detroit, the MHPN, the ACHP, the NTHP, the Detroit Historic Neighborhood Coalition, historic district neighborhood associations, and the SHPO.
- B. The City's Housing & Revitalization Department (HRD) annual Consolidated Plan for HUD-funded Programs shall include, at a minimum, a summary of the Section 106 process and a description of this Agreement and the City's requirements hereunder.
- C. **Public Objections and Disputes.** At any time during the implementation of the measures stipulated in this Agreement, if a member of the public raises an objection to any such measure or the manner of its implementation, the City shall take the objection into account and consult as necessary with the objecting party, the SHPO, or the ACHP to resolve the

objection.

1. Subject to all applicable requirements of the Michigan Open Meetings Act, P.A. 267 of 1976, the City may request the member of the public raising the objection to submit in writing, either by mail or electronic mail, a letter to the Preservation Specialist with the following information:
 - a. Contact information (Full Name, Address, Phone Number, Email);
 - b. Address or location of the project; and,
 - c. A summary of the objection.
2. Upon receipt of a written objection, the City will proceed to consider the objection and consult, as necessary, with the objecting party and the SHPO to resolve the issue, for a period of time not to exceed fifteen (15) calendar days.
3. If the City is unable to resolve the objection to the satisfaction of the objecting party, the Preservation Specialist will forward all relevant documentation to the ACHP. The City will consider any ACHP comments in reaching a final decision regarding the objection.

IX. UNANTICIPATED DISCOVERIES

If previously unidentified Historic Properties, or unanticipated effects, are discovered after the City has completed its review under this Agreement, no further work will proceed in the area of the discovery until the requirements of 36 C.F.R. § 800.13 have been satisfied. The City shall consult with the SHPO and appropriate consulting parties to record, document, and evaluate the eligibility of the Historic Property for the NRHP and the project's effect on the Historic Property. The City will consult with any participating Tribes that may attribute traditional cultural or religious significance to an affected Historic Property. If neither the SHPO, consulting parties, or Tribes submit any objection to the City's plan for addressing the discovery within 48 hours, the City may carry out the requirements of 36 C.F.R. § 800.13, and must notify the ACHP only if there is an adverse effect.

X. DISASTERS AND EMERGENCY REVIEW PROCEDURES

A. Determine Expedited Review

1. In response to a disaster or emergency situation declared by the President, a tribal government, or the Governor of a State, or which respond to other immediate threats to life or property, the City may conduct expedited reviews of emergency Undertakings pursuant to 36 C.F.R. § 800.12(c). The time frame for expedited reviews shall be determined between the City and the SHPO following a declared disaster or emergency situation.
2. Should the City determine that it is necessary to extend the expedited review period for emergency Undertakings beyond the initially agreed upon time frame, the City shall, in 30-day increments, as needed, notify in writing the ACHP, SHPO and

participating Tribe(s) pursuant to 36 CFR § 800.12(d) .

B. Conduct Expedited Reviews

1. If the emergency Undertaking is an immediate rescue and salvage operation conducted in response to an event to preserve life and property, the City has no Section 106 consultation responsibilities in accordance with 36 C.F.R. § 800.12(d); or
2. If the emergency Undertaking meets one or more of the Programmatic Exemptions in Appendix C of this Agreement, the City shall complete the Section 106 review process pursuant to Stipulation IV.A of this Agreement.
3. If the City determines that the emergency Undertaking would adversely affect a Historic Property during this expedited review period:
 - a. To the extent practicable, the City will propose treatment measures that would address adverse effects during implementation, and request the comments of the SHPO and participating Tribe(s) within three (3) calendar days of receipt of this information unless the City of Detroit determines the nature of the emergency warrants a shorter time period.
 - b. The City may provide this information through written requests, telephone conversations, meetings, or electronic media. In all cases, the City shall clarify that an "expedited review" is being requested for the Undertaking.
 - c. The City shall take into account comments timely provided by the SHPO and/or participating Tribe(s) in deciding how to proceed.
 - d. If neither the SHPO nor any participating Tribe comments within three (3) calendar days, the City may complete Section 106 review for the Undertaking based on the available information.
 - e. The City shall notify the SHPO and participating Tribe(s) of the final decision, indicating how any comments received were considered in reaching that decision.
 - f. The City shall provide the SHPO, ACHP and/or participating Tribe(s) a narrative report documenting the actions taken in accordance with this expedited consultation process within six (6) months following the initiation of the expedited consultation.

XI. COORDINATION WITH OTHER FEDERAL PROGRAMS

- A. A Federal agency providing permits, licensing, or financial assistance for a Program Undertaking covered under the terms of this Agreement may, with the concurrence of the City and the SHPO, satisfy its Section 106 compliance responsibilities by complying with the terms of this Agreement. In such situation, the City and the Federal agency shall notify the SHPO and ACHP in writing of their intent to use this Agreement to attain compliance with Section 106 requirements.

- B. If neither the SHPO nor the ACHP respond within fourteen (14) calendar days of receipt of such a notice of intent, the City and the Federal agency may assume SHPO and ACHP concurrence, as referenced above. Copies of all such notification letters shall be maintained in the files established by the Preservation Specialist for each such undertaking.
- C. The Federal agency shall make an official determination based on the results of the Section 106 review of the Undertaking conducted under this Agreement. The Federal agency shall notify the SHPO and ACHP in writing of this determination.
- D. For rehabilitation projects subject to Federal Rehabilitation Tax Credit review by the SHPO and National Park Service (NPS) and/or local historical review, the Preservation Specialist will consult with the relevant SHPO staff and Historic District Commission Staff to discuss coordination of compliance requirements.

XII. PROJECT COORDINATION

A. Internal Review Procedures

1. Within ninety (90) calendar days following the execution of this Agreement, the City will fully develop, adopt, and implement internal procedures to ensure that all Program Undertakings that will affect or have the potential to affect Historic Properties are forwarded to the Preservation Specialist for review, pursuant to this Agreement. The procedures will outline how historic preservation reviews are to be coordinated and the documentation the departments are to retain in individual project files. The City will forward a copy of the procedures to the SHPO.
2. The City will ensure that appropriate City department, agency, and authority staff are provided copies of this Agreement and the internal review procedures. The City will ensure all sub-recipients of HUD funding in the City are aware of this Agreement and its requirements, including the requirement to complete the Section 106 review in coordination with the Preservation Specialist prior to the commencement of project activities.
3. The City shall take appropriate measures to ensure that Program Undertakings, including the issuance of Certificates of Appropriateness, Notices to Proceed, BSEED building permits, construction permits, and demolition permits, all as related to Historic Properties, are not implemented until the City department, agency or authority has received written clearance from the Preservation Specialist.

- B. **Training Manual for the Preservation Specialist.** Within six (6) months following the effective date of this Agreement, the City will fully develop and adopt a training manual for the Preservation Specialist. The manual will outline the roles and responsibilities of the Preservation Specialist as they relate to the execution of the terms of this Agreement requiring their particular expertise and for coordinating with appropriate City departments, authorities and agencies regarding Program assisted undertakings. It will also include specific guidance regarding the internal review procedures to be developed in accordance with Stipulation XII.A of this Agreement. The City will forward a copy of the training manual to the SHPO.

XIII. HISTORIC PRESERVATION PLAN

The City, in consultation with the SHPO and local stakeholders, shall develop and implement a comprehensive Historic Preservation Plan for Detroit. The Plan will include, but is not limited to, an analysis of current information related to historic properties, the current role of historic preservation in the City, goals and priorities in regard to the role of historic preservation in Detroit, and specific policy guidance for City officials relating to historic preservation.

XIV. REVISIONS TO THE COMPREHENSIVE MASTER PLAN

Prior to any modification to the City's Comprehensive Master Plan of Policies, the City will provide reasonable notice of the modification, including a copy the proposed modification, to the SHPO. The SHPO may provide comments to the City and the City shall consider those comments as part of the modification.

XV. TECHNICAL ASSISTANCE AND TRAINING

The SHPO staff will provide technical assistance, consultation, and training as requested by the City in order to assist the City in carrying out the terms of this Agreement. The City, assisted by the SHPO, will provide guidance documents to City staff to assist in compliance with the Stipulations of the Agreement.

XVI. IMPLEMENTATION STATUS MEETINGS

A. Meetings and Reports

1. A meeting between the Parties, and including any consulting parties, will be initiated by the City and held one (1) calendar year from the effective date of the Agreement.

In addition to providing the opportunity for the Parties to review the specific information described in Stipulation XI.A.3., the meeting described in this Stipulation will also provide parties an opportunity to assess the Agreement's overall effectiveness in addressing the preservation of Historic Properties located within Detroit. Specifically, the meeting will provide the Parties an opportunity to discuss planning, design review, and implementation of undertakings affecting Historic Properties within Detroit and to discuss and evaluate the following issues:

- a. Whether consultations, when required by this Agreement or carried out pursuant to 36 C.F.R. Part 800, have been initiated early enough in the planning process to ensure consideration of potential alternatives to avoid, minimize, or mitigate harm to Historic Properties.
- b. Whether undertakings affecting Historic Properties within the City have adhered to the *Secretary's Standards*, to the extent that adherence to such Standards are required under this Agreement.

- c. Whether there has been effective coordination between the Preservation Specialist and appropriate project managers and contract personnel assigned responsibilities affecting Historic Properties.
 - d. Whether problems or misunderstandings have arisen in the course of consultations, and if so, how these problems were resolved and how they could be avoided in the future.
 - e. Whether there is a need to hold regularly scheduled implementation status meetings.
2. Participants at the meeting on behalf of the City may include staff from PDD and HDAB, as well as any other City departments, agencies, or authorities that administer HUD funds, and the Preservation Specialist.
3. At least two (2) weeks prior to the meeting, the Preservation Specialist will provide the parties and the consulting parties with the following information:
- a. A summary of actions taken under Stipulations V, VI, and VII of this Agreement since the effective date of the Agreement. The summary shall contain:
 - i. Address and historic categorization. If the Undertaking is located in a historic district, the name of the district shall be included.
 - ii. A brief description of the proposed Undertaking.
 - iii. Determination of effect.
 - iv. Date of project review.
 - v. A list of properties determined in the reporting period to be individually eligible for listing on the National Register of Historic Places.
 - vi. A summary of any training given pursuant to Stipulation XV of this Agreement.
 - vii. Notification of any Preservation Specialist staff changes.
 - b. A summary of any planning activities in the City subject to consultation with the SHPO pursuant to Stipulation XIV of this Agreement.
 - c. A brief summary of any and all areas surveyed since the previous meeting.
 - d. A map indicating the area(s) surveyed since the previous meeting.
 - e. A brief description of any and all historic districts determined eligible for listing in the National Register of Historic Places, including boundaries for those area(s).

- f. A brief description of any and all area(s) determined to be not eligible for listing in the National Register of Historic Places, including boundaries for those areas(s).
 - g. A description and location of any and all local historic districts established by the City since the previous meeting.
4. The parties to this Agreement shall meet at least six (6) months before the expiration of this Agreement to determine whether this Agreement should be extended beyond the expiration date, as established pursuant to Stipulation XX of this Agreement. The Preservation Specialist shall be responsible for convening this meeting. The City shall notify the public of this meeting and shall invite the public to submit comments to the SHPO and ACHP regarding the effectiveness of the Agreement prior to the scheduled meeting.

B. File Retention.

- 1. The City shall retain individual project files containing determinations of eligibility, the comments of the SHPO, if applicable, written authorization from the Preservation Specialist, specifications and work write-ups, "before" and "after" photographs and other pertinent documentation for at least three (3) years following the completion of the Program activity. Individual project files may be retained in hard copy and/or digital format.
- 2. The City, in consultation with the SHPO and local preservation organizations, will work to develop disposition strategy for project files beyond the time period stated in Stipulation XVI.B.1 of this Agreement.

XVII. DISPUTE RESOLUTION

- A. If the SHPO objects to any plans for action proposed pursuant to this Agreement within thirty (30) calendar days, the City shall consult with the SHPO to resolve the objection. If the City determines that the objection cannot be resolved, the City shall forward all documentation relevant to the dispute to the ACHP. Within forty-five (45) calendar days following receipt of the documentation, the ACHP will either:
 - 1. Provide the City with recommendations, which the City will take into account in reaching a final decision regarding the dispute; or
 - 2. Notify the City that it will comment pursuant to this Agreement, and proceed to comment. Any ACHP comment provided in response to such a request will be taken into account by the City with reference to the subject of the dispute.
- B. The City shall consider the any recommendations or comments provided by the ACHP. The City remains responsible for carrying out all actions under this Agreement that are not the subject of the dispute.

XVIII. AMENDMENT

Any Party to this Agreement may notify the other Parties requesting that the Agreement be amended, whereupon all Parties to the Agreement will consult to consider such amendment. The amendment shall be effective on the date that a copy or copies of such amendment, signed by all of the signatories to this Agreement, is filed with the ACHP.

XIX. TERMINATION

Any signatory to this Agreement may terminate the Agreement by providing thirty (30) calendar days' written notice to all other signatories. During such notice period, the signatories will make reasonable effort to consult to determine if amendments or other actions could be taken to avoid termination. In the event of termination, the City will comply with 36 C.F.R. § 800.3 through 800.6 with regard to individual Undertakings covered by this Agreement.

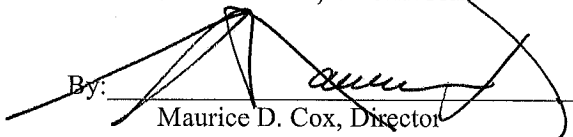
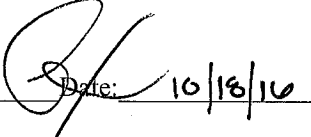
XX. EFFECTIVE DATE AND DURATION

This Agreement shall become effective on the date it is signed by all parties and shall continue in full force and effect until December 31, 2022 unless otherwise terminated or extended. Any extension shall constitute an amendment to the Agreement, and shall be adopted as such, in accordance with Stipulation XVIII of this Agreement.

Execution and implementation of this Agreement evidences that the City has afforded the ACHP a reasonable opportunity to comment on the Program and that the City has taken into account the effects of the Program on Historic Properties.

SIGNATORY PARTY:

CITY OF DETROIT, MICHIGAN

By:  Date: 
Maurice D. Cox, Director
Detroit Planning and Development Department

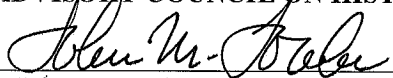
SIGNATORY PARTY:

MICHIGAN STATE HISTORIC PRESERVATION OFFICER

By: Brian D. Conway Date: 10/27/16
Brian D. Conway, SHPO

SIGNATORY PARTY:

THE ADVISORY COUNCIL ON HISTORIC PRESERVATION

By:  Date: 11/9/16
John M. Fowler, Executive Director

CONCURRING PARTY:

**KETEGITIGAANING OJIBWE NATION THPO / LAC VIEUX DESERT BAND OF LAKE
SUPERIOR CHIPPEWA INDIANS**

By: _____ Date: _____
Giiwegiizhigookway Martin, THPO

CONCURRING PARTY:

LITTLE RIVER BAND OF OTTAWA INDIANS

By: _____ Date: _____
Jonnie J. Sam, Director, Historic Preservation Department

CONCURRING PARTY:

POKAGON BAND OF POTAWATOMI INDIANS

By: _____ Date: _____
Jason S. Wesaw, THPO

CONCURRING PARTY:

SAULT STE. MARIE TRIBE OF CHIPPEWA INDIANS

By: _____ Date: _____
Colleen Medicine, Cultural Repatriation Specialist

CONCURRING PARTY:

LITTLE TRAVERSE BAY BANDS OF ODAWA INDIANS

By: _____ Date: _____
Wesley Andrews, THPO

CONCURRING PARTY:

THE DETROIT CITY COUNCIL

By: _____ Date: _____

Brenda Jones, President

CONCURRING PARTY:

CITY OF DETROIT, HOUSING & REVITALIZATION DEPARTMENT

By: _____ Date: _____

Arthur Jemison, Director

CONCURRING PARTY:

THE DETROIT LEGISLATIVE POLICY DIVISION/HISTORIC DESIGNATION ADVISORY BOARD

By: _____ Date: _____
Janese Chapman, Senior Historic Planner

CONCURRING PARTY:

NATIONAL TRUST FOR HISTORIC PRESERVATION

By: _____ Date: _____

Elizabeth Merritt, Deputy General Counsel

CONCURRING PARTY:

PRESERVATION DETROIT

By: _____ Date: _____
Amy Elliott Bragg, President

CONCURRING PARTY:

MICHIGAN HISTORIC PRESERVATION NETWORK

By: _____ Date: _____

Nancy Finegood, Executive Director

APPENDIX A

HUD PROGRAM SUMMARIES

(www.portal.hud.gov)

The following grant programs are authorized under this agreement, however additional HUD programs may be added at a later date. The summaries of each program were obtained from the HUD website.

Community Development Block Grant (CDBG) Program

Web Link:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/programs

About the Program

The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses. CDBG is an important tool for helping local governments tackle serious challenges facing their communities. The CDBG program has made a difference in the lives of millions of people and their communities across the Nation.

The annual CDBG appropriation is allocated between States and local jurisdictions called "non-entitlement" and "entitlement" communities respectively. Entitlement communities are comprised of central cities of Metropolitan Statistical Areas (MSAs); metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more (excluding the populations of entitlement cities). States distribute CDBG funds to non-entitlement localities not qualified as entitlement communities.

HUD determines the amount of each grant by using a formula comprised of several measures of community need, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relationship to other metropolitan areas.

Citizen Participation

A grantee must develop and follow a detailed plan that provides for and encourages citizen participation. This integral process emphasizes participation by persons of low or moderate income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must provide citizens with the following: reasonable and timely access to local meetings; an opportunity to review proposed activities and program performance; provide for timely written answers to written complaints and grievances; and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Eligible Activities

Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons. In addition, each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency

because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Community Development Block Grant – Declared Disaster Recovery (CDBG-DDR) Program

This funding is intended to reduce weaknesses in Detroit’s aging storm water management system that contributed to the 2014 Flood. Proposed projects can establish more resilient, cost effective, and innovative infrastructure systems. These proposed projects are at varying developmental stages. These projects are designed to enhance quality of life by using natural systems to:

1. Manage storm water and reduce flooding
2. Spur economic development and neighborhood vitality
3. Decrease blight through vacant land use and strategic demolition

Proposed projects include the following:

- *Selective demolition, green infrastructure installation, and vacant lot treatment.*
The two areas targeted for this activity are “Aviation Sub” and “Islandview.” Activities would include demolition followed by site treatments that perform green infrastructure function by helping to manage stormwater. Additional vacant parcels will receive landscaping improvements to improve stormwater retention and reduce blight.
- *Westside Green Infrastructure Projects and Planning*
This project area includes the Upper Rouge Sewershed and is a focus of the National Pollutant Discharge Elimination System permit. Green infrastructure here will help meet the City’s combined sewer overflow reduction requirements, with an additional goal of preventing future basement backup flooding and improving neighborhood quality of life. An assessment of ongoing work and coordinated planning will be performed. Areas included in the westside projects and planning area include Rouge Park, Brightmoor, Grandmont-Rosedale, Cody Rouge, Aviation Sub., and others.
- *Eastside Green Infrastructure Projects and Planning*
This project area includes the Near Eastside Drainage District which is a priority area in which to create green infrastructure due to its impact on stormwater management. Green infrastructure here will help meet the City’s combined sewer overflow reduction requirements, with an additional goal of preventing future basement backup flooding and improving neighborhood quality of life. Potential renewable energy projects as a way to improve resiliency and reduce water system costs will be explored. An assessment of ongoing work and coordinated planning will be performed. Areas included in the eastside projects and planning area include McDougall Hunt, Islandview, West Village, Indian Village, and others.

CDBG - Disaster Recovery (CDBG-DR) Assistance Program

Web Link:

<https://www.hudexchange.info/programs/cdbg-dr/>

HUD provides flexible grants to help cities, counties, parishes, and states recover from presidentially declared disasters, especially in low- and moderate-income areas. HUD publishes allocations and program

requirements in notices in the Federal Register. Generally, CDBG requirements apply unless modified by appropriations statute, waived, or supplanted by alternative requirements. CDBG Disaster Recovery Assistance is also subject to requirements of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act).

When major disasters occur, Congress may appropriate additional funding for the CDBG program as Disaster Recovery grants to rebuild the affected areas and bring crucial seed money to stimulate the recovery process. Because CDBG funds a broad range of activities, CDBG Disaster Recovery assistance helps communities and neighborhoods that otherwise might not recover due to limits on other resources. Disaster Recovery grants supplement disaster programs of the Federal Emergency Management Agency (FEMA), the Small Business Administration, and the U.S. Army Corps of Engineers.

Self-Help Homeownership Opportunity Program (SHOP)

Web Link:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/programs/shop

SHOP authorizes HUD to make competitive grants to national and regional nonprofit organizations and consortia that have experience in providing or facilitating self-help housing opportunities. Grants are to be used by the grantee or its affiliates for eligible expenses in connection with developing non-luxury housing for low-income families and persons who otherwise would be unable to purchase a house. Eligible expenses for grants are limited to land acquisition (including financing and closing costs), infrastructure improvements (installing, extending, constructing, rehabilitating, or otherwise improving utilities and other infrastructure), and administrative costs (up to 20 percent of the grant amount). Homebuyers must contribute a significant amount of sweat equity toward the construction of their homes. SHOP also requires community participation through volunteers who assist the homebuyers on the construction of the homes. Assisted units must be decent, safe, and sanitary non-luxury dwellings that comply with local building and safety codes and standards. These units must be sold to eligible low-income homebuyers at prices below the prevailing market price.

Housing Opportunities for Persons With AIDS (HOPWA)

Web Link:

<https://www.hudexchange.info/programs/hopwa/>

To address housing needs for low-income persons who are living with HIV/AIDS and their families, the Office of HIV/AIDS housing manages the Housing Opportunities for Persons With AIDS (HOPWA) program.

The HOPWA program is the only Federal program dedicated to addressing the housing needs of persons living with HIV/AIDS and their families. Grantees partner with nonprofit organizations and housing agencies to provide housing and support to these beneficiaries.

HOPWA funds are awarded as grants from two programs:

- For the HOPWA Competitive Program priority is given to the renewal of expiring permanent supportive housing grants.

- The HOPWA Formula Program uses a statutory method to allocate HOPWA funds to eligible States and cities on behalf of their metropolitan areas.

HOME Program

Web Link:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/programs/home/

The HOME Investment Partnerships Program (HOME) provides formula grants to States and localities that communities use - often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

HOME funds are awarded annually as formula grants to participating jurisdictions (PJs). The program's flexibility allows States and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements, or rental assistance or security deposits.

Participating jurisdictions may choose among a broad range of eligible activities, using HOME funds to provide home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers; build or rehabilitate housing for rent or ownership; or for "other reasonable and necessary expenses related to the development of non-luxury housing," including site acquisition or improvement, demolition of dilapidated housing to make way for HOME-assisted development, and payment of relocation expenses.

Lead Hazard Reduction Demonstration Grant (LHRDG) Program

Web Link:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/lhc

The purpose of the Lead-Based Paint Hazard Control (LHC) and the Lead Hazard Reduction (LHRD) grant programs is to identify and control lead-based paint hazards in eligible privately owned housing for rental or owner-occupants. The Lead-Based Paint Hazard Control Grant program is the largest program in terms of dollar amount and number of grants.

Special Purpose Grants

Web Link:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/economicdevelopment/programs/congressional/special

Congressional Grants are authorized each year in the annual HUD appropriation and accompanying conference report or congressional record. Congress authorizes a specific level of funding to a designated grantee, to undertake a particular activity cited in the appropriation or conference report. Only those entities designated by Congress may apply for funds. Unsolicited applications are not accepted.

Emergency Shelter Grant (ESG) Program

Provides grants by formula to States, metropolitan cities, urban counties and U.S. territories for eligible activities, generally including essential services related to emergency shelter, rehabilitation and conversion of buildings to be used as emergency shelters, operation of emergency shelters, and homelessness prevention services.

Public and Indian Housing (PIH) Program

The Office of Public and Indian Housing (PIH) is responsible for administering and managing a number of programs designed to ensure safe and affordable housing for 1.3 million households nationwide. PIH also works with public housing authorities across the country to help them improve their management and service delivery efforts. The five offices of PIH are:

Office of Native American Programs (ONAP) is responsible for improving housing conditions for Native American families. The office also creates economic opportunities for tribes and Indian housing residents and assists tribes with community development initiatives. The office oversees Code Talk, a federal, interagency web site designed to deliver electronic information from government agencies and other organizations to Native American communities.

The Office of Community Relations and Involvement deals individually with low-income housing communities on the state and local levels.

The Office of Public and Assisted Housing Operations helps to offer and maintain affordable housing options for low-income families by offering vouchers that can be exchanged for rental payments.

The Office of Public Housing Investments oversees outreach and investment opportunities in low-income housing developments. This office also looks for sites to demolish.

The Office of Policy, Program and Legislative Initiatives is responsible for helping create the agency's policy and oversees implementation of any new laws or amendments to existing housing laws.

Neighborhood Stabilization Program (NSP1 & NSP3)

Web Link:

<https://www.hudexchange.info/programs/nsp/>

NSP was established for the purpose of providing emergency assistance to stabilize communities with high rates of abandoned and foreclosed homes, and to assist households whose annual incomes are up to 120 percent of the area median income (AMI).

NSP funds may be used for activities which include, but are not limited to:

- Establish financing mechanisms for purchase and redevelopment of foreclosed homes and residential properties;
- Purchase and rehabilitate homes and residential properties abandoned or foreclosed;
- Establish land banks for foreclosed homes;

- Demolish blighted structures;
- Redevelop demolished or vacant properties

In addition, the use of NSP funds must also meet one of the following CDBG national objectives:

- Housing Activities: Providing or improving permanent residential structures that will be occupied by a household whose income is at or below 120% of area median income.
- Area Benefit Activities: Benefiting all the residents of a primarily residential area in which at least 51% of the residents have incomes at or below 120% of area median income.
- Limited Clientele Activities: Serving a limited clientele whose incomes are at or below 120% of area median income.

NSP grantees develop their own programs and funding priorities. However, grantees must use at least 25% of the funds appropriated to house individuals or families whose incomes do not exceed 50% of the area median income. Activities may not qualify under NSP using the CDBG "prevent or eliminate slums and blight" or "address urgent community development needs" national objectives.

APPENDIX B

DEFINITIONS AND ABBREVIATIONS

ACHP means the Advisory Council on Historic Preservation, an independent Federal agency that advises the President and Congress on historic preservation matters.

Adverse Effect means the altering of a property in a manner that would diminish its integrity or alter the characteristics that qualify the property for inclusion in the National Register of Historic Places.

Area of Potential Effect, as defined in 36 C.F.R. § 800.16(d), means the geographic area or areas within which an Undertaking may directly or indirectly cause alterations in the character or use of Historic Properties, if any such properties exist. The area of potential effects is influenced by the scale and nature of an undertaking and may be different for different kinds of effects caused by the undertaking.

CDBG means Community Development Block Grant.

Commercial Buildings means any structure with a commercial, industrial, or residential use that has more than four (4) housing units.

Consultation means the process of seeking, discussing, and considering the views of other participants, and, where feasible, seeking agreement with them regarding matters arising in the section 106 process.

Dangerous Building means such buildings as defined by City of Detroit Ordinance 290-H and deemed by the City of Detroit Department of Buildings and Safety Engineering.

DBA means the Detroit Building Authority.

HDAB means the City of Detroit Historic Designation Advisory Board.

Historic Property means any property that is included in or eligible for inclusion in the National Register of Historic Places as set forth in 36 CFR § 800.

HOME means HOME Investment Partnerships Program.

HUD means the United States Department of Housing and Urban Development.

Indian Tribe means an Indian tribe, band, nation, or other organized group or community, including a native village, regional corporation or village corporation, as those terms are defined in Section 3 of the Alaska Native Claims Settlement Act (43 U.S.C. § 1602), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Memorandum of Agreement (MOA) means the document that records the terms and conditions agreed upon to resolve the adverse effects of an undertaking upon historic properties.

National Register of Historic Places (NRHP) refers to the official inventory of historic resources in the United States, authorized by the National Historic Preservation Act of 1966 and maintained by the Secretary of the Interior.

PDD means the City of Detroit Planning and Development Department.

Preservation Specialist means the City employee or consultant who meets the professional qualifications in architectural history, historic architecture or related fields, as specified in the Secretary of the Interior's Professional Qualification Standards, as set forth in 36 CFR Part 61.

Program refers to the City of Detroit's program to administer all Undertakings funded by HUD specifically covered by this Programmatic Agreement and administered by the City of Detroit Planning and Development Department.

Residential Buildings means any structure with a residential use that has four (4) or fewer housing units.

Section 106 refers to Section 106 of the National Historic Preservation Act of 1966 and its resulting review process designed to ensure that impacts on historic properties are taken into account during Federal project planning and execution.

SHPO means the Michigan State Historic Preservation Officer.

Standards means the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, contained in 36 CFR Part 67.

Tribal Lands means all lands within the exterior boundaries of any Indian reservation and all dependent Indian communities.

Undertaking means a project, activity, or program funded in whole or in part under the direct or indirect jurisdiction of a Federal agency, including those carried out by or on behalf of a Federal agency; those carried out with Federal financial assistance; and those requiring a Federal permit, license or approval.

APPENDIX C

PROGRAMMATIC EXEMPTIONS

The following project activities, which have limited potential to affect Historic Properties and do not require further review from the SHPO when the undertakings are limited solely to these activities:

A. Site Improvements

1. Reconstruction of roads where no change in width, surface materials, surface treatments, or vertical alignments of drainage is to occur.
2. Repair/replacement of existing curbs and sidewalks with identical materials within existing dimensions.
3. Repair/replacement of water, gas, storm, and/or sewer lines if it occurs within the dimensions of the original trench and permanent impacts upon surface treatments or landscape features which contribute to the historic or architectural significance of the resource are avoided.
4. Tree plantings adjacent to right-of-way.
5. Repainting parking spaces or streets.

B. Interior Rehabilitation

The following may proceed without review if permanent impacts upon interior elements or surface treatments that contribute to the historic or architectural significance of the buildings are avoided.

1. All plumbing rehab/replacement - includes pipes and fixtures.
2. Heating, Venting, and Air-conditioning Systems – rehab, replacement, cleaning provided that no new venting or new venting locations are required. If new venting is required, it shall be located on the rear of the structure and shall not be visible from the public right-of-way.
3. Electrical work.
4. Restroom improvements for handicapped access - provided that work is contained within the existing restroom.
5. Interior surface treatments (floors, walls, ceilings, and woodwork) provided the work is restricted to repainting, refinishing, re-papering, or laying carpet or linoleum and the feature is not significant to the integrity of the property.
6. Installation of insulation provided it is restricted to attics and crawl spaces, upper surfaces of existing ceilings and the ceilings are not dropped, and proper vapor barriers are used. Also, wall insulation should not be installed in historic frame buildings unless an adequate vapor barrier can be added to the interior face of the wall. Insulation must be kept dry to function properly, and therefore requires a vapor barrier and some provision for air movement. Introducing insulation in wall cavities without a vapor barrier and some ventilation can lead to problems such as paint failure or the deterioration of wood members.
7. Repair of or pouring of concrete cellar floor.
8. Installation of new kitchen and bath appliances, cabinets, counters, tubs, sinks and toilets.
9. Repair or replacement of concrete basement floors and interior basement walls.
10. Replacement of door locks.

C. Exterior Rehabilitation

1. Caulking, weather stripping and replacement of window glass with glass of the same surface qualities (color, texture, and reflectivity).
2. Installation or replacement of gutters and downspouts (if the color is historically appropriate for the period and style of the historic resource).
3. Flat or shallow pitch roof repair/replacement (shallow pitch is understood to have a rise-to-run ratio equal to or less than 3 inches to 12 inches), with no part of the surface of the roof visible from the ground.
4. New storm windows - provided they conform to shape and size of historic windows and that the meeting rail coincides with that of the existing sash. Color should match trim; mill finish aluminum is not acceptable. Repair or repainting of existing storm windows.
5. In-kind replacement - this is understood to mean that the new features/items will duplicate the material, dimensions, configuration and detailing of the original of the following:
 - a. Porches - railings, posts/columns, brackets, cornices, steps, flooring
 - b. Roofs
 - c. Siding
 - d. Exterior architectural details and features
 - e. Windows - this understood to include both the frame, panes and sash
 - f. Doors
 - g. Cellar/bulkhead doors
6. Painting previously painted surfaces in color(s) historically appropriate for the period and style of the historic resource.
7. Repair of existing wheelchair ramps.
8. Repair, replace, or install new sidewalks or driveways that match the existing sidewalk or driveway in materials and dimensions.
9. Repair or replacement of chimneys with the same material and dimensions.

APPENDIX D

TREATMENT OF HISTORIC PROPERTIES FOR DEMOLITION

The City shall forward documentation to the SHPO for review and comment regarding the proposed demolition of any Historic Property. The form of documentation to be provided to the SHPO will vary depending on the demolition classification as well as building type (Residential or Commercial) and whether it is a single resource or contributes to a district. The guidelines for each submittal are delineated below.

A. Demolition of Vacant and Dangerous Buildings. The City shall forward adequate documentation to the SHPO for review and comment regarding the proposed demolition of a Historic Property under the Vacant and Dangerous Buildings program. Documentation for this category of demolition shall include, at a minimum, the following:

1. Photographs of all elevations and significant features;
2. An explanation of how long the property has been listed on the City's Vacant and Dangerous Buildings list and why demolition is proposed;
3. A structural report by a licensed Structural Engineer with experience with historic building structural systems or a licensed architect meeting the Qualification Standards;
4. A summary of alternatives to demolition that were considered and why they were not used;
5. Copies or summaries of any views provided by consulting parties and the public. Sources may include written or recorded public comment, letters and/or email correspondence; and
6. Proposed mitigation measure(s) selected from Appendix F which shall be forwarded to the SHPO in a "two-party" Memorandum of Agreement (MOA).

Depending on the building type and whether it is a single Historic Property or contributes to a historic district, the following additional pieces of information are also required to be provided to the SHPO for review:

1. **Residential Buildings - Individual.**
 - a. Photographs of the property including interior views (if City-owned), photographs showing details of any character-defining features, and historic photographs, if available; and,
 - b. A completed SHPO inventory card, including a brief history of the property including a statement of the historic and/or architectural significance of the resource meeting the criteria for listing in the NRHP.
2. **Residential Buildings - within a District.**
 - a. Photographs including representative streetscape views showing the surrounding built environment. These photos shall be keyed to a localized map.

- b. A completed SHPO inventory card, including brief history of the district including a statement of the historic and/or architectural significance of the district meeting the criteria for listing in the NRHP.

3. Commercial Buildings - Individual.

- a. Photographs of the property including interior views, photographs showing details of any character-defining features, and historic photographs, if available;
- b. A completed SHPO inventory card, with a brief history of the property including a statement of the historic and/or architectural significance of the resource meeting the criteria for listing in the NRHP; and,
- c. Mapping showing land and building vacancies within 1,500 feet of the property.

4. Commercial Buildings - within a District.

- a. Photographs shall include representative streetscape views showing the surrounding built environment. These photos shall be keyed to a localized map.
- b. A completed SHPO inventory card, with a brief history of the district including a statement of the historic and/or architectural significance of the district meeting the criteria for listing in the NRHP; and,
- c. Mapping showing land and building vacancies within 1,500 feet of the property.

Within thirty (30) calendar days following receipt of adequate documentation, if the SHPO agrees with the proposed demolition of a Historic Property, it shall sign the "two-party" MOA and return it to the City for signature. If the SHPO objects to the proposed demolition, the City and the SHPO shall consult per Stipulation XVII of this Agreement.

B. Routine Demolition Projects. Prior to the demolition of a Historic Property not covered under the Vacant and Dangerous Buildings program, the City shall forward adequate documentation to the SHPO for review and comment. This documentation shall include, at a minimum, the following:

- 1. Photographs of all elevations and significant features;
- 2. A structural report by a licensed Structural Engineer with experience with historic building structural systems or a licensed architect meeting the "Qualification Standards";
- 3. A summary of alternatives to demolition that were considered and why they were not used;
- 4. Copies or summaries of any views provided by consulting parties and the public. Sources may include written or recorded public comment, letters and/or email correspondence; and
- 5. Proposed mitigation measure(s) selected from Appendix F which shall be forwarded to the SHPO in a "two-party" Memorandum of Agreement (MOA).

Depending on the building type and whether it is a single Historic Property or contributes to a historic district, the following additional pieces of information are also required to be provided to the SHPO for review:

1. Residential Buildings - Individual.

- a. Photographs of the property including interior views (if City-owned), photographs showing details of any character-defining features, and historic photographs, if available; and,
- b. A completed SHPO inventory card, with a brief history of the property including a statement of the historic and/or architectural significance of the resource meeting the criteria for listing in the NRHP.

2. Residential Buildings - within a District.

- a. Photographs including representative streetscape views showing the surrounding built environment. These photos shall be keyed to a localized map; and,
- b. A brief history of the district including a statement of the historic and/or architectural significance of the district meeting the criteria for listing in the NRHP.

3. Commercial Buildings - Individual.

- a. Photographs of the property including interior views, photographs showing details of any character-defining features, and historic photographs, if available;
- b. A completed SHPO inventory card, with a brief history of the property including a statement of the historic and/or architectural significance of the resource meeting the criteria for listing in the NRHP; and,
- c. Mapping showing land and building vacancies within 1,500 feet of the property.

4. Commercial Buildings - within a District.

- a. Photographs shall include representative streetscape views showing the surrounding built environment. These photos shall be keyed to a localized map;
- b. A completed SHPO inventory card, with a brief history of the district including a statement of the historic and/or architectural significance of the district meeting the criteria for listing in the NRHP; and
- c. Mapping showing land and building vacancies within 1,500 feet of the property.

Within thirty (30) calendar days following receipt of adequate documentation, if the SHPO agrees with the proposed demolition of a Historic Property, it shall sign the "two-party" MOA and return it to the City for signature. If the SHPO objects to the proposed demolition, the City and the SHPO shall consult per Stipulation XVII of this Agreement.

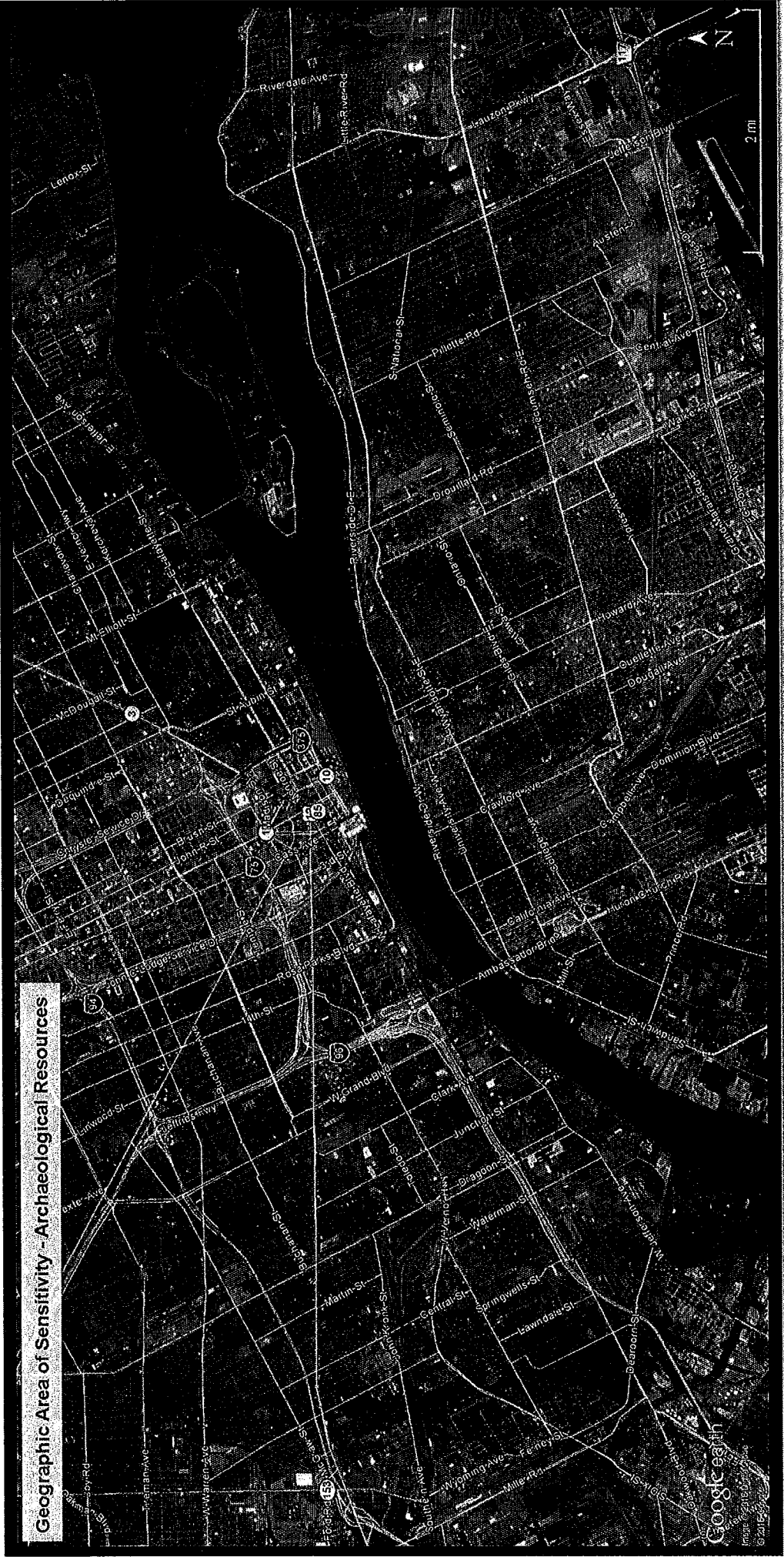
C. Emergency Demolitions Funded by the Program

1. When the City determines that the emergency demolition of Historic Properties, including any property type, is required to comply with Detroit City Ordinance No. 290-H to avoid an imminent threat to the health and safety of residents, and Program funds are used for the demolition, the City shall forward documentation to the SHPO via electronic mail and express mail with a request for comments within three (3) business days. Documentation shall include:
 - a. The address of the property and the nature of the emergency;
 - b. At least two (2) recent photographs of the property;
 - c. A signed copy of the local order requiring that emergency demolition commence within 30 days or less; and
 - d. A SHPO inventory card or other documentation regarding the National Register eligibility of the property.
2. The SHPO will notify the City in writing whether it approves the emergency demolition and what, if any, mitigation measures must be implemented prior to demolition (i.e., recordation, architectural salvage, etc.). The City shall ensure that, to the extent feasible, all mitigation measures are implemented and appropriate documentation forwarded to the SHPO within fourteen (14) business days following the completion of demolition activities.
3. If the SHPO objects to the emergency demolition, the City and the SHPO shall consult per Stipulation XVII of this Agreement.

APPENDIX E

GEOGRAPHIC AREA OF SENSITIVITY ARCHEAOLOGICAL RESOURCES

The City, in consultation with the SHPO's archaeologist, have delineated on the attached map a geographic area of sensitivity for archaeological resources. This area is roughly bounded by the Detroit River to the south, the River Rouge to the west, W. Jefferson Street, W. Fort Street and E. Jefferson Street to the north, and Alter Road to the east.



Geographic Area of Sensitivity - Archaeological Resources

APPENDIX F

MITIGATION MEASURES

If an Undertaking results or will result in one or more adverse effects, the City and SHPO shall develop a treatment measure plan that includes one or more of the following Mitigation Measures, depending on the nature of the Historic Properties affected and the severity of the adverse effects.

A. Recordation Package

1. Digital Photography Package: Prior to project implementation, the City shall oversee the successful delivery of a Digital Photography Package prepared by the Preservation Specialist or contractors having professional qualifications in *Architectural History*, *Historic Architecture*, or related fields in accordance with the Secretary of the Interior's Professional Qualification Standards, 36 C.F.R. Part 61, as published at 48 FR 44716 (1983) ("Qualification Standards"). The Digital Photography Package will meet the standards cited in the National Park Service's *National Register of Historic Places Photographic Policy March 2010* or subsequent revisions (<http://www.nps.gov/nr/publications/bulletins/photopolicy/index.htm>).
 - a. The Digital Photography Package shall include a comprehensive collection of photographs of both interior and exterior views showing representative spaces and details of significant architectural features and typical building materials. Exterior photographs shall include full oblique and contextual images of each elevation. Exterior views shall be keyed to a site plan while interior views shall be keyed to a floor plan of the building/structure. The photographs shall be indexed according to the date photographed, site number, site name, site address, direction, frame number, subject matter and photographer's name recorded on the reverse side in pencil.
 - b. The Digital Photography Package shall include one (1) full set of printed color copies of the digital photographs (on appropriate paper, per NPS Photographic Policy), a CD/DVD of the digital photographs, a completed SHPO inventory form, and a written site history of the Historic Property.
 - c. The City shall submit the Digital Photography Package to the SHPO for review and approval. Once approved by the SHPO, the City shall submit full copies of the approved Digital Photography Package to Burton Historical Collection of the Detroit Public Library for permanent retention.
2. 35 mm Black and White Film Photography Package: Prior to project implementation, the designated City shall oversee the successful delivery of a 35 mm Black and White Film Photography Package prepared by the Preservation Specialist or contractors that meet the "Qualification Standards."
 - a. The 35 mm Black and White Film Photography Package shall include a comprehensive collection of photographs of both interior and exterior views showing representative spaces and details of significant architectural features and typical building materials. Exterior photographs shall include full oblique and contextual images of each elevation. Exterior views shall be keyed to a site plan while interior views shall be keyed to a floor plan of the building/structure. The

- photographs shall be indexed according to the date photographed, site number, site name, site address, direction, frame number, subject matter and photographer's name recorded on the reverse side in pencil.
- b. The 35 mm Black and White Film Photography Package shall include one (1) full set of 35mm film black and white photographs printed on acid free paper, the corresponding 35mm film negatives in acid free sleeves, a completed SHPO inventory form, and a written site history of the Historic Property.
 - c. The City shall submit the 35 mm Black and White Film Photography Package to the SHPO for review and approval. Once approved by the SHPO, the City shall submit full copies of the approved 35 mm Black and White Film Photography Package to Burton Historical Collection of the Detroit Public Library for permanent retention.
3. Large Format Film Photography Package: Prior to project implementation, the designated City shall oversee the successful delivery of a Large Format Film Photography Package prepared by the Preservation Specialist or contractors that meet the "Qualification Standards."
- a. The Large Format Film Photography Package shall include a comprehensive collection of photographs of both interior and exterior views showing representative spaces and details of significant architectural features and typical building materials. Exterior photographs shall include full oblique and contextual images of each elevation. Exterior views shall be keyed to a site plan while interior views shall be keyed to a floor plan of the building/structure. The photographs shall be indexed according to the date photographed, site number, site name, site address, direction, frame number, subject matter and photographer's name recorded on the reverse side in pencil.
 - b. The Large Format Film Photography Package shall include one (1) full set of 4 x 5 or 5 x 7-inch photographs printed on acid free paper, the corresponding 4 x 5 or 5 x 7-inch negatives in acid free sleeves, a completed SHPO inventory form, and a written site history of the Historic Property.
 - c. The City shall submit the Large Format Film Photography Package to the SHPO for review and approval. Once approved by the SHPO, the City shall submit full copies of the approved 35 mm Black and White Film Photography Package to Burton Historical Collection of the Detroit Public Library for permanent retention.

B. Rehabilitation of Historic Properties

Prior to project implementation, the City shall consult with the SHPO to identify individual properties within the historic district that would benefit from a renovation and rehabilitation. Once the parties have agreed to a property or properties, the City shall continue to coordinate with the SHPO through the drafting project plans and specifications. The City shall use the Preservation Specialist or contractors that meet the "Qualification Standards" to provide guidance regarding the development of these plans. All work shall follow the "Secretary of the Interior Standards for Rehabilitation."

C. Design Review by SHPO

Prior to project implementation, City shall consult with the SHPO to develop a historically compatible design. Plans and specifications will, to the greatest extent feasible, preserve the basic character of a building. Primary emphasis shall be given to the major street elevations that are visible. Significant contributing features (e.g. trim, windows, doors, porches) will be repaired or replaced with either in-kind materials or materials that come as close as possible to the original materials in basic appearance. Aesthetic camouflaging treatments such as use of veneers, paints, texture compounds and other surface treatments and/or use of sympathetic infill panels and landscaping features will be employed to the greatest extent feasible. Final construction drawings used in the bidding process will be submitted to the SHPO for review and comment prior to the award of a construction contract and the initiation of construction activities. No photography of Native American human remains or funerary objects will be allowed.

D. Tribal Treatment Plan

The City shall consult with the participating Tribes to develop a plan for the protection and treatment of, including but not limited to, Native American remains, funerary objects, cultural and religious landscapes, ceremonial items, traditional gathering areas and cultural items, for known sites and in the event that any are discovered in conjunction with the Undertaking, including archaeological studies, excavation, geotechnical investigations, grading, and all ground-disturbing activity. The plan will also formalize procedures for Tribal monitoring during archaeological studies, grading, and ground disturbing activities for the Undertaking.

E. Architectural Salvage

The City shall consult with the SHPO to determine whether the property contains significant architectural features that could be reused, displayed, interpreted, or curated. If such features exist, the City in consultation with the SHPO, and the property owner, will develop measures to ensure that the selected features are removed in such a manner that minimizes damage and are delivered to an appropriate party for curation and reuse.

F. Public Interpretation

Prior to project implementation, the City shall consult with the SHPO to design an educational interpretive plan. The plan may include historical markers, plaques, signs, displays, educational pamphlets, websites, workshops and other similar mechanisms to educate the public on historic properties within the local community, state, or region. Once an interpretive plan has been agreed to by the parties, SHPO, participating Tribes, and the City will continue to consult throughout implementation of the plan until all agreed upon actions have been completed by the City.

G. Historical Context Statements and Narratives

Prior to project implementation, the City shall consult with the SHPO to determine the topic and framework of a historic context statement or narrative the City shall be responsible for completing. The statement or narrative may focus on an individual property, a historic district, a set of related properties, or relevant themes as identified in the statewide preservation plan. Once the topic of the

historic context statement or narrative has been agreed to, the City shall continue to coordinate with the SHPO through the drafting of the document and delivery of a final product. The SHPO shall have final approval over the end product. The City shall use the Preservation Specialist or contractors that meet the “Qualification Standards.”

H. Oral History Documentation

Prior to project implementation, the City shall consult with the SHPO to identify oral history documentation needs and agree upon a topic and list of interview candidates. Once the parameters of the oral history project have been agreed upon, the City shall continue to coordinate with the SHPO through the data collection, drafting of the document, and delivery of a final product. The SHPO shall have final approval over the end product. The SHPO shall have final approval over the end product. The City shall use the Preservation Specialist or contractors that meet the “Qualification Standards.”

I. Historic Property Inventory

Prior to project implementation, the City shall consult with the SHPO to establish the appropriate level of effort to accomplish a Historic Property inventory or synthesis of archeological data. Efforts may be directed toward the resurvey of previously designated historic properties and/or districts which have undergone change or lack sufficient documentation, or the survey of new Historic Properties and/or districts that lack formal designation. Once the boundaries of the survey area have been agreed upon, the City shall continue to coordinate with the SHPO through the data collection process. The City will use SHPO standards for the survey of Historic Properties and SHPO forms as appropriate. The City will prepare a draft inventory report, according to SHPO templates and guidelines, and consult with the SHPO until a final property inventory is approved. The City shall use the Preservation Specialist or contractors that meet the “Qualification Standards.”

J. National Register and National Historic Landmark Nominations

Prior to project implementation, the City shall consult with the SHPO, to identify the individual properties that would benefit from a completed National Register or National Historic Landmark nomination form. Once the parties have agreed to a property, the City shall continue to coordinate with the SHPO through the drafting of the nomination form. The SHPO will provide adequate guidance to the City during the preparation of the nomination form and shall formally submit the final nomination to the Keeper for inclusion in the National Register of Historic Places. The City shall use the Preservation Specialist or contractors that meet the “Qualification Standards.”

K. Local Historic District Designation

Prior to project implementation, the City shall consult with the SHPO, to assist local interested citizen organization(s) in pursuing local historic district designation of a particular building or district. Once the parties have agreed to a property or properties, the City shall continue to coordinate with the SHPO through the drafting of the designation report. The City shall use HDAB staff that meet the “Qualification Standards.”

L. Geo-References of Historic Maps and Aerial Photographs

Prior to project implementation, the City shall consult with the SHPO to identify the historic maps and/or aerial photographs for scanning and geo-referencing. Once a list of maps and/or aerial photographs have been agreed upon, the City shall continue to coordinate with the SHPO through the scanning and geo-referencing process and shall submit drafts of paper maps and electronic files to them for review. The SHPO shall have final approval on the quality of the documentation provided by the City. The final deliverable shall include a paper copy of each scanned image, a geo-referenced copy of each scanned image, and the metadata relating to both the original creation of the paper maps and the digitization process.

M. Research and Data Recovery Plans for Archaeological Resources

Prior to project implementation, the City shall consult with the SHPO to develop research and data recovery plans for significant archaeological sites.